

Odawa Economic Affairs Holding Corp

Board of Directors

Regular Meeting

August 24, 2020 at 5PM

Meeting called to order at 5:00 PM (via zoom)

Board Member Present: Chairperson Greg Karlis, Treasurer Cheryl Kishigo-Lesky, Secretary Melissa Shomin, Board Member Brent Bennington

Ex-officio member Present – Rob Ellerman

OEAHC Staff Present – Executive Director Shanna Kishigo

Elected Officials: NONE

Invited- LTBB Chief Financial Officer Carrie Carlson and Sr. Financial Officer Rachel Cope

Public-NONE

Motion made by Treasurer Cheryl Kishigo-Lesky supported by Chairperson Greg Karlis to adopt the agenda for August 24,2020. Vote: 4-yes,0-no,0-abstained,0-absent. Motion carried.

Motion by Chairperson Greg Karlis supported by Treasurer Cheryl Kishigo-Lesky to approve the Regular minutes as presented for 8.11.2020. Vote: 4-yes,0-no,0-abstained,0-absent. Motion carried.

Motion by Treasurer Cheryl Kishigo-Lesky supported by Chairperson Greg Karlis to approve the Special minutes as amended for 8.18.2020. Vote: 3-yes, 0-no,1-abstained (Secretary Melissa Shomin), 0-absent

Public Comment opened at 5:11 pm closed at 5:12 pm NONE

Officer Reports:

a) Chair Report:

Verbal and Discussion: Welcome Brent Bennington to the OEAHC. Has already met with Brent and given updates and activities following appointment to the board. Updates/activities to board regarding communications with Lume. Executive Director position has been filled by Shanna Kishigo on August 21,2020. The position was hired in accordance of Tribal Preference law and was open for 16 days. After Executive Director has been settled in her position, would like to move forward with hiring a part-time Administrative Assistant. Will be requesting a closed session for Confidential Business Matters.

Motion made by Chairperson Greg Karlis supported by Treasurer Cheryl Kishigo-Lesky to nominate and appoint Brent Bennington as Vice Chairperson of the Odawa Economic Affairs Holding Corporation. Vote: 4-yes, 0-no,0-abstained,0-absent. Motion carries.

Motion made by Treasurer Cheryl Kishigo- Lesky supported by Vice Chairperson Brent Bennington to accept Chairperson verbal report. Vote: 4-yes, 0-no, 0-abstained, 0-absent. Motion carried.

b) Treasurer Report:

Verbal and Discussion: Received hard copy of the 2019 audit from Mid-west Professionals. Will be supplying a hard copy of all board members, Tribal Council Office, and Executive CFO. Update on Dart Bank regarding address change is in process, automatic update to Quickbooks, direct wire transfer to account from Lume and direct deposit for board members and staff. Update on Bookkeeper and potential hiring in future if needed a Book keeper in the purposes of staff wages and taxes. Will be bringing forward a Book keeper name for the board.

Motion by Secretary Melissa Shomin supported by Chairperson Greg Karlis to accept the Treasurer verbal report. 4-yes, 0-no,0-abstained, 0-absent. Motion carried.

c) Secretary Report:

Discussion: Weaknesses noted in the OEACH audit, create work plan to complete tasks, correct weaknesses. Address on bank account, process to update them to business address. Plan to update bylaws; what actions does need to take place for this to occur? Will we (the board) need to start scheduling work sessions to work on those items that need immediate attention. Perhaps, include Carrie Carlson CFO and Donna Budnick General Counsel for Tribal Council for input and direction going forward? Screened shared the 2019 audit for boards review. Will work on Bylaws and Polices with Executive Director Shanna Kishigo.

Motion by Chairperson Greg Karlis supported by Treasurer Cheryl Kishigo-Lesky to accept Secretary report. Vote: 4-yes, 0-no,0-abstained,0-absent. Motion carried.

Motion by Chairperson Greg Karlis supported by Treasurer Cheryl Kishigo- Lesky to approve confirmed date of travel for all board members and Executive Director on September 11,2020 to meet with Waaseybek. Vote: 4-yes, 0-no, 0-abstained, 0-absent. Motion carried.

Motion by Secretary Melissa Shomin supported by Vice Chairperson Brent Bennington to approve travel on August 25, 2020 for all board members and Executive Director to Brimley, MI for Confidential Business Matters. Vote: 4-yes, 0-no, 0-abstained, 0-absent. Motion carried.

Motion by Treasurer Cheryl Kishigo-Lesky supported by Secretary Melissa Shomin to go into Closed Session for Confidential Business Matters at 6:23pm. Vote: 4-yes, 0-no, 0-abstained, 0-absent. Motion carried.

Motion by Secretary Melissa Shomin supported by Treasurer Cheryl Kishigo-Lesky to come out of Closed Session at 7:08pm. Vote: 4-yes, 0-no, 0-abstained, 0-absent

Following meetings and activities as of today:

- 8/11/20 Regularly Scheduled Board Meeting
- 8/11/20 Communication with Dart Bank
- 8/15/20 Interview for the Executive Director
- 8/17/20 Meeting with Dart bank
- 8/18/20 Special Board Meeting
- 8/20/20 Monthly July 2020 report to Tribal Council per request by Tribal Council
- 8/20/20 Ziibii/Farm board meeting with Chairperson Joe VanAlstine- collaboration of charters

- 8/21/20 Hiring of Executive Director Position
- 8/21/20 Meeting with business opportunity
- 8/24/20 Regularly Scheduled Board Meeting

Next scheduled meeting: Special Meeting: September 3, 2020 at 6:30pm EST via zoom

Next Regularly scheduled meeting: September 14, 2020 at 5pm EST via zoom

Motion made by Treasurer Cheryl Kishigo-Lesky supported by Chairperson Greg Karlis to adjourn. Vote:
4-yes, 0-no, 0-abstained, 0-absent.

Adjourn at 7:17pm